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Spokane Public Library

Hours of Opening

Rules

CENTRAL LIBRARY

Riverside Avenue and Cedar Street

Hours of Opening

Circulation, Reference, Periodical and Newspaper
Rooms, week days, 9 a. m. to 9 p. m.
Sundays (for reading only), 2 to 9 p. m.
Closed holidays.

Children's Room, week days (except Saturday), 9
a. m. to 6 p. m.
Saturdays, 9 a. m. to 9 p. m.
Closed Sundays and Holidays.

BRANCH LIBRARIES

Union Park Branch—E2516 Sprague Avenue
Open week days, 1:30 to 6 p. m.

North Monroe Branch—02811 Monroe Street
Open Mondays and Thursdays, 1:30 to 6 p. m.

Astor Branch—Corner Astor and Montgomery Streets
Open Tuesdays, 1:30 to 6 p. m.

Liberty Park Branch—Corner Fifth Avenue and
Sherman Street
Open Fridays, 1:30 to 6 p. m.

Pedagogical Branch—Administration Building of the
Public Schools
Open week days (except Saturday), 3:30 to
5 p. m.
Saturday, 10:30 to 12 a. m.

INFORMATION FOR BORROWERS

The use of the library for reading and reference is free to all. The library is open on Sundays for reading and reference only. Books are not issued.

BORROWERS

Any resident or taxpayer, or any non-resident employed or attending school in Spokane, may borrow books from the library without charge on signing an application and an agreement in the presence of a registry assistant.

The application of a child under fourteen years of age must also be signed by the parent or guardian.

Applications must be renewed every five years; in juvenile department, two years.

Non-residents may borrow books on payment of \$1.00 a year in advance.

A temporary resident may borrow books on deposit of one dollar or more, according to value of book drawn.

BORROWERS' CARDS

Each borrower will be supplied with one card. This card must always be presented when a book or periodical is borrowed, returned, or renewed.

A borrower's card may be used at the central library or branch libraries, but a book must be returned to the branch from which it is drawn.

Each borrower is responsible for the use of his card, for all books charged on it, and for all fines incurred. Cards should not be loaned.

A lost card should be reported at once. Adult cards will be replaced on payment of five cents. Juvenile cards will be replaced seven days after notice of loss, upon payment of five cents, or replaced without payment one month after the loss is reported.

If a card reported lost is found, even after a new card has been issued, it should be returned to the library.

Change of residence must be reported to the library.

ISSUE OF CARDS

Borrowers holding adult cards may borrow one or more books at one time, providing only one is fiction.

Only two books will be issued at one time on a juvenile card.

Books are issued for fourteen days, with privilege of one renewal, except recent fiction, which may be kept only seven days and is not renewable.

The library reserves the right to limit the time for which books in special demand may be kept.

Current magazines circulate for four days and are not renewable.

Reference books are not loaned except by special permission from reference librarian.

Teachers wishing books from adult department for longer than the regular time may have them charged as a collection by special permission of the head of the loan department.

No book or periodical may be exchanged on the day on which it is borrowed.

RESERVES

Non-fiction may be reserved at the library on payment of two cents for postal card notice. Periodicals may not be reserved.

FINES

A fine of two cents a day (excluding holidays) will be charged on each book or periodical kept overtime.

In place of paying his fine a child may forfeit the use of his card for three months from the date upon which an overdue book is returned.

Three days after a book is due notice will be mailed to the person to whom it is charged.

When a book is four weeks overdue a messenger will be sent who has authority to collect the fine incurred, and a fee of twenty-five cents for messenger service.

Books should be examined to make sure they are in good condition at the time of borrowing.

A borrower must pay for books injured or lost while charged on his card.

If a book reported lost is found the amount paid for it will be refunded upon return of the book.

A borrower's card will be held at the library for unpaid fines.



**UNIVERSITY OF
ILLINOIS LIBRARY
AT URBANA-CHAMPAIGN
BOOKSTACKS**